

Thorntwaite, Braithwaite and Newlands Parochial Parish - AGM  
Held in person at St Herbert's Church  
9th May 2021 5.30pm

**Agenda**

1. Attendance and Apologies
2. Minutes of Last year's Annual Parochial Church Meeting
3. Statement from The Rural Dean CH on:
  - i) Future Ministerial provision
  - ii) Jessie Agnes Pearson Trust (JAP Trust)
4. For the election of Parochial representatives of the laity as follows:
  - i) To the Deanery Synod: 2 representatives for the next 3 years
  - ii) To The Parochial Church Council
  - iii) For the appointment of Sidespersons
  - iv) For the appointment of Independent Examiner or Auditor
  - v) Election to Mission Community Steering Group
5. To receive a report on:
  - i) A report on the electoral roll
  - ii) An annual report of the proceedings of the parochial church council and activities of parish
  - iii) The financial statements of the council for the year ending 31st December 2020 (awaiting audit/ independent examination)
  - iv) Report on the fabric, goods and ornaments of the churches within the parish
  - v) A report on the proceedings of the Deanery Synod
6. Any other matters arising

\*\* Please refer to individual reports for full details. Copies are available at each Parish church or via TBN website.

**1) Attendance and Apologies**

**Attendees:**

Charles Hope (CH) Rural Dean/ Chair

Andy Murphie: Vicar of Crosthwaite Parish (awaiting formal appointment to TBN Parish)

**Members of PCC:**

Anthony Simpson

Don Thoburn

Ann Thoburn

Hannah Roberts

**Apologies:**

Alison Biggs

Ann Grave

\*\*Full Register of attendees available via Secretary Hannah Roberts (to ensure compliance with GDPR regulations)

## **2) Minutes of Last year's Annual Parochial Church Meeting**

Approved minutes to be circulated.

## **3) Statement from Rural Dean:**

### **i) Future Ministerial Provision**

AM to be appointed as Priest in Charge at TBN, currently Priest in Charge of Crosthwaite Parish. Meeting between Archdeacon Richard Pratt and members of PCC occurred on 6th May 2021 at St Mary's Church to discuss appointment. DT informed attendees of AGM that PCC remains happy with AM's appointment and official inauguration date and time to be confirmed (likely early July dependent on availability). Inauguration to be performed by Bishop James.

### **ii) JAP Trust**

Current Trustees of JAP Trust are CH, Derek Bradley (history of involvement in Diocesan Finance) and Nigel Robson (Also involved in Diocesan Activities). Once AM becomes licensed he will also become a trustee in a formal capacity.

## **4) For election of Parochial Representatives as follows:**

### **i) Deanery Synod**

2 representatives required for the next 3 years. Next meetings scheduled for June 2021 and November 2021 (meetings 3 times annually). No attendees sought to volunteer - Therefore Delegated to PCC to find applicants.

### **ii) Candidates for PCC**

AT and AS stated that they were both happy to serve a further 3 year term. HR to take over role as PCC Secretary. Further 3 x 1 year slots available. No nominations from attendees - Therefore delegated to PCC to find applicants.

DT stated that all members of the parish could volunteer to help with church activities without being members of the PCC. Each church will greatly benefit from a group of dedicated volunteers. CH to remain custodian of church buildings in the absence of Church Wardens being appointed. SG stated that previously volunteers had completed cleaning at Braithwaite Church. Remarked concerns regarding risk assessments and due diligence when completing cleaning schedule. Members of PCC tasked to complete cleaning schedules and risk assessments as necessary. Generic Risk Assessments available online via Ecclesiastical Website. CH stated at present insufficient funds to cover costs of professional cleaning contract. Members of Parish to consider how cleaning will be dealt with following hall bookings (e.g. Self Clean to be written into terms and conditions of contract).

### **iii) Sidespersons**

Currently Parish has no official sidespersons appointed following previous sidesperson leaving role. Role is to greet and welcome people into Church prior to Service and offer order of service and hymn books. CH suggested that everyone had a duty to welcome other to our churches (shared responsibility).

### **iv) Independent Examiner/ Auditor**

CH reported that Gibbons Accountants in Cockermouth are not prepared to perform audit pro bono, quoted £800 to complete audit.

CG proposed MB as potential candidate.

HR stated 2 further options. Attendees voted in favour (all for with one against) of HR trying to secure suitable candidate.

## **v) Mission Community Steering Group**

CH stated the importance of the mission community exemplified by the practice of ministers working across parishes e.g. AM currently priest in charge of Crosthwaite but also to be appointed as Priest in charge of TBN. CH stated importance of volunteer involvement. No attendees sought to volunteer - Therefore delegated to PCC to find applicants.

### **5) Receive a report on:**

#### **i) A report on the electoral roll**

AS updated attendees - there are currently 85 names on the electoral roll.

#### **ii) An Annual report from Parochial Church Council and Parish Activities**

CH updated attendees. Diocesan budget has been hit hard by COVID. There have been increased redundancies due to budgetary restraints. There are currently 72 Parochial posts but questions arising as to whether this offer is sustainable. In order to maintain current offering income of Diocese will need to increase by 5% (currently most Diocese have been hit by a 3% reduction - year on year). CH reminded attendees of the importance of the stewardship campaign urged attendees to review current giving. Current guidance suggests giving should match 5% of net income following housing costs. CH also suggested approaching second home owners in the parishes to ask for charitable donations to the churches.

## ***Buildings***

**St Mary's** - CH stated the priority for completion of works is at St Mary's. At present an agreed solution needs to be sought regarding the flooring. After this the walls can be plastered or finished and then finally the organ can be restored and re-sited. Ian Wells (quinquennial architect) recommends laying a waterproof membrane below current flooring. Carlisle Diocese have stated that their preferred solution is to lay hard core below current flooring. If no agreement is reached it is likely that these options will be brought to The Chancellor for judgement. At present there are insufficient funds available within The JAP trust to fund such large scale works.

CH stated that parish will need to reflect and consider how the building is currently being used to ensure its viability for the community in the future. Members of the PCC and parishioners will have the opportunity to complete a sustainability rosette (Cumbria Churches Trust). This will be an important factor in justifying the business case for any large scale works to be completed in the future.

St Mary's first service for 2021 is scheduled to be held on 27th June at 9am.

**Braithwaite** - As per annual report

**Newlands** - Electrical works recently completed and paid for by Friends of Newlands.

#### **iii) The financial statements of the PCC for the year ending 31st December**

CH shared contents of financial report with attendees.

St Mary's Refurbishment and JAP Grant Trust -

Re JAP Trust CH has officially extended remit of Trust to cover Newlands Church.

Funding priorities to be decided by members of PCC. Attendees were happy to delegate final decision for funding priorities to PCC.

Current Assets held within JAP Trust stand at £38,284.08. Trust currently receives annual income of approximately £40,000 via leasing of 2 retail units within Keswick. Trust also responsible for repair maintenance of aforementioned units, the trust will need to retain a 'buffer' in case of emergency repairs. Therefore, The Trust will not be able to fund large scale works on buildings in the near future.

A further donation of £5000 has been gifted to St Mary's in 2021 and is deposited in the restricted fund.

The major refurbishment costs at St Mary's Church in 2020 have been covered by JAP Trust. Year End 2020 fund shows deficit of £1658, following transfer of £8866 into General Fund, which will be covered by JAP Trust.

St Herbert's Refurbishment Fund - Loan for improvement of St Herberts currently stands at £35,109. This is currently being repaid at a rate of £945 per month.

General Fund (Unrestricted) - Giving has only decreased by £6,000 year on year despite tumultuous financial environment.

Parish Offering - Parish offering in 2020 was £12,400. It currently costs the Diocese £67,000 per year for each appointed priest in charge (includes training, salary, pension provision, housing etc). Likely that current parish provision for AM on a part time basis is likely to be approximately £13,000.

Outgoings of general fund have reduced by £16,281 year on year, likely due to reduced activities in current COVID climate.

Tithe for Charitable Donations Fund - Current balance stands at £2577. PCC will need to consider where this money should be allocated. CH suggested that funds could be allocated to causes where there is a personal relationship, thereby strengthening community ties.

Target Fund (Raised for Others e.g. collections at funerals) - CH suggested sharing donations between church and other charitable organisations such as Cancer Research. May increase generosity of donors.

#### **iv) Report on the fabric, goods and ornaments of the churches within the parish**

No concerns raised by attendees

#### **v) A report on the proceedings of the Deanery Synod**

As per annual report

#### **6) Any Other Business**

Attendees and member of PCC wished to extend their thanks and gratitude to CH for all his hard work for the parish, especially completion of financial accounts.

CH remarked that completion of consolidated balance sheets for PCC (TBN) and JAP Trust were still outstanding.

TL asked whether when AM became priest in charge TBN accounts would still be discrete. CH explained that this would be the case at present and both Crosthwaite and TBN would remain as 2 separate beneficiaries and 2 separate parishes.

Meeting finished with a prayer at 7.45pm.

Next public parish meeting scheduled for 1st July 2021 7pm (St Mary's).